

# JOB OPPORTUNITY ANNOUNCEMENT

Human Resources Office  
United States Section  
INTERNATIONAL BOUNDARY AND WATER COMMISSION  
United States and Mexico  
The Commons, Building C, Suite 310  
4171 North Mesa Street  
El Paso, Texas 79902  
1-800-262-8857 ext. 4117 Or (915) 832-4117

NUMBER: 01-041

ISSUE DATE: 09/12/2001

CLOSING DATE: **Open Until-filled**  
First Cut-Off - 10/11/01

Hand delivered applications must be received by the closing date (3:00 p.m. MST)

**POSITION:** Surveying Technician, GG-0817-06

**LOCATION:** Operations Department, Operations and Maintenance Division, Upper Rio Grande Projects, American Dam, El Paso, TX

**POSITION POTENTIAL:** GG-06

**SUPERVISORY POSITION:** No

**FLSA:** Nonexempt

**BARGAINING UNIT:** Included

**DRUG TESTING:** No

**FULL TIME:** YES

**AREA OF CONSIDERATION:** U.S. Government-wide

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## Part I. GENERAL INFORMATION FOR POTENTIAL CANDIDATES

**Who May Apply:** [Eligibility] Applications will be accepted from current status United States Section, International Boundary and Water Commission (USIBWC) employees; status transfer eligibles from other federal agencies; reinstatement eligibles; veterans eligible for Veterans Readjustment Appointments; and disabled individuals eligible for excepted service appointments; accommodations will be made for qualified applicants or employees with disabilities, except when doing so would pose an undue hardship on the employing agency, (those needing reasonable accommodation for any part of the application and hiring process, should notify the Human Resources Office). Usually to have status, an individual must be currently employed in a permanent (career or career conditional) position, or have been employed in a permanent federal service position and be entitled to reinstatement. In addition, veterans who are preference eligibles or who have been separated from the armed forces under honorable conditions after three years or more of continuous active service may apply. All qualification, legal, and regulatory requirements must be met as of the closing date of this announcement.

**Application Information:** It is the applicant's responsibility to ensure the accuracy and completeness of the application. Incomplete applications or those not completed in accordance with applicable instructions will not be rated. Applicants will not be contacted to obtain further information, documentation, or required materials. The applicant **MUST NOT** submit letters of recommendation, training records, position descriptions, copies of awards, etc., unless they relate directly to the job for which applying. An individual concerned in examining an applicant for or appointing them in the competitive service may not receive or consider a recommendation of the applicant by a Senator or Representative, except as to the character or residence of the applicant. All material submitted in response to this Job Opportunity Announcement (JOA) will become part of the Promotion and Internal Placement Program files and will not be returned; therefore, be sure to make copies of your application material before submission. The USIBWC does not maintain an applicant supply file. Forms needed to apply for this JOA may be obtained from the Human Resources Office, any field office within the area of consideration and/or from the USIBWC website <http://www.ibwc.state.gov>. Applications must be submitted to the Human Resources Office at the address shown at the top of this JOA, and must be postmarked by the closing date. The use of government property or government franked envelopes to apply for a federal position is prohibited and subject to fines as prescribed by law.

**Potential of Position:** If the position is filled below the full performance level, the incumbent may be promoted without further competition until the full performance level is reached. Promotion is neither automatic nor guaranteed. Promotion will be based upon the supervisor's certification of the incumbent's demonstrated ability to perform the duties of the higher graded position in a fully successful manner, as well as the incumbent meeting all other requirements for promotion. If there are intervening situations affecting the classification of the position between the time of advertisement and the time that promotion(s) may be due, the advertised promotion potential is void.

**Evaluation to Determine Best Qualified:** The qualifications of each basically eligible candidate may be further evaluated to determine the degree that the candidate possesses the necessary knowledge, skills, abilities, and other characteristics needed to perform the duties of the position.

## Part II. VACANCY INFORMATION

**AGENCY BACKGROUND:** *The United States Section of the International Boundary and Water Commission (USIBWC), United States and Mexico, is an international agency categorized as an independent bilateral organization within the Executive Branch of the federal government. There are various field offices located along the boundary with the headquarters office in El Paso, Texas. USIBWC is responsible for providing environmentally-sensitive, timely and fiscally-responsible boundary and water services along the United States and Mexico border region while sustaining an atmosphere of binational cooperation and by being responsive to public concerns. (website <http://www.ibwc.state.gov>)*

**DUTIES:** The incumbent is responsible for performing a variety of surveying assignments in support of operations and maintenance activities at the Upper Rio Grande Project (URGP) of the United States International Boundary and Water Commission (USIBWC). Surveying assignments typically include, but are not limited to the following: running traverse lines for location or relocation of levees, canals, drains, river banks, or river channel center lines and USIBWC right-of-way; profiling levees, drains, canals, and river water surface; collecting field data for use in topographic maps; and surveying support for construction and repair work. Sets up and operates sighting instruments and electronic distance measuring equipment to include the Global Positioning System (GPS), Total Station Electronic Measuring Theodolite, electronic laser level, and electronic data recorder. Takes prism or rod readings in the river using a boat or by wading from shore. Prepares sketches and drawings using survey notes to depict rights-of-way, easements, fence lines, construction areas, etc. Maintains and cleans survey equipment to ensure proper operations. Using a chainsaw or machete, cuts brush lines in order to establish line of sight. Maintains and updates library of field books. Contacts property owners and others to gain entrance to privately-owned land and to secure their cooperation in conducting surveys on their land. Serves as survey crew chief. Plans survey assignment and directs the activities of other survey crew members. Operates a government motor vehicle in order to perform surveying duties. Performs other duties as assigned. The work requires physical exertion such as walking over rough or uneven surfaces; prolonged periods of standing; recurring bending, crouching, stooping, reaching; and frequent lifting and carrying of heavy items weighing up to 50 lbs. Work is primarily performed outdoors with exposure to various weather conditions. May be subject to insect and snake bites and minor injuries such as bruises, cuts, and scrapes. Also, exposed to open stream flows when wading in water to take measurements. Work requires the use of protective clothing or gear such as safety boots, gloves, life vest, waders, tag lines, etc.

### **QUALIFICATION REQUIREMENTS:**

<u>GRADE LEVEL</u>	<u>GENERAL EXPERIENCE</u>	<u>AND</u>	<u>SPECIALIZED EXPERIENCE</u>	<u>OR</u>	<u>EDUCATIONAL SUBSTITUTION PERMITTED</u>
GG-6	None		1 year equivalent to at least the GG-5 level		Graduate education or an internship meets the specialized experience required only in those instances where it is directly related to the work of the position.

**Applicants must submit a copy of their college transcript or a list of college courses that includes hours and grades.**

**Specialized Experience:** Experience that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression for the occupation in the organization. Examples of qualifying specialized experience include work as an engineering technician, soil conservation technician, or construction inspector.

**Physical Requirements:** Good distance vision in each eye, with or without glasses, is essential. Ability to read without strain printed material the size of typewritten characters is required. Ability to hear the conversational voice, with or without a hearing aid, is required. Ability to do physical exertion such as walking over rough or uneven surfaces; prolonged periods of standing; recurring bending, crouching, stooping, reaching; and frequent lifting and carrying of heavy items weighing up to 50 lbs. A PRE-EMPLOYMENT PHYSICAL EXAMINATION (AT THE APPLICANT'S EXPENSE) IS REQUIRED IF SELECTED.

**HOW TO APPLY:** To be considered for this position, applicants ***MUST*** respond to the evaluation factors listed below, as well as complete and submit all of the forms and documents as indicated. **INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.** Forms may be obtained by calling 1-800-262-8857 ext. 4117 and/or at USIBWC website <http://www.ibwc.state.gov>.

**Evaluation Factors:** Each applicant for this position is **required** to respond to the elements listed below. On separate sheets of paper, **(A)** fully describe your experience in working with the element; **(B)** describe where and how you obtained your education, training, and/or experience in the element; and **(C)** describe the most complex issues with which you have dealt.

1. Technical knowledge of surveying methods, equipment, and techniques in the measurement or determination of distances, elevations, areas, angles, land boundaries, etc.
2. Knowledge of operating sighting instruments and electronic distance measuring equipment such as the Global Positioning System (GPS), Total Station Electronic Measuring Theodolite, electronic laser level, and electronic data recorder.

3. Ability to read and interpret maps, drawings, quad sheets, and other survey-related documents. Skill in preparing sketches and drawings from notes, verbal descriptions, and specifications.
4. Knowledge of operating and safety requirement in operation of a motor vehicle (i.e. sedan, pickup, carryall) and an outboard motor boat.

**Item 1. Forms/Documents for all Applicants:**

- 1) Standard Form 171, Application for Federal Employment; OR Optional Form 612, Optional Application for Federal Employment; Or any other format such as a resume with the specific information required by Optional Form 510, Applying for a Federal Job;
- 2) IBWC Form 336, Ability to Drive Safely; AND
- 3) Optional Form 306, Declaration for Federal Employment.

**Item 2. Promotion, Reassignment, Reinstatement, and Transfer Eligibles:** *(in addition to submitting all required forms/documents in Item 1.)*

- 1) Copy of Standard Form 50, Notice of Personnel Action, **which reflects** eligibility (status); and
- 2) Copy of most recent performance rating/evaluation. (Applicants unable to provide their most recent performance appraisal must provide written justification for its absence)

**Item 3. Veteran Eligibles:** *(in addition to submitting all required forms/documents in Item 1.)*

- 1) Form DD-214, Proof of active military service, dates of service, and condition of discharge; and
- 2) If applicable, Standard Form 15, Application for 10-point Veteran Preference with required documentation.

**Item 4. Disability Eligibles:** *(in addition to submitting all required forms/documents in Item 1.)*

- 1) Certification from the appropriate State Vocational Rehabilitation Agency that he/she has the ability to perform the position duties, are physically qualified to do the work without risk to themselves or others, and are competent to maintain themselves in a work environment.
- 2) Veterans who are qualified for the positions must have retired from active military service with a disability rating of 30 percent or more, or be rated by the Department of Veterans Affairs within the last year as having a compensable service - connected disability of 30 percent or more.

**As a Condition of Employment:** (All Applicants)

- 1) Salary payments will be made by Electronic Funds Transfer (EFT), know as Direct Deposit;
- 2) An Official College Transcript (must be submitted within 30 days after selection);
- 3) Relocation expenses **WILL NOT** be paid by the U.S. Section; **And**
- 4) All candidates must possess a valid state driver's license; must have a good driving record; and must meet the requirements for the issuance of a Government operator's license. **Driving records will be checked.**

NOTE: An individual who does not or cannot meet a condition of employment will be subject to removal from the position and employment with the USIBWC.